

CLASS DETERMINATION AND FINDINGS
FOR
SINGLE AVAILABLE SOURCE CONTRACT

Agency: Child and Family Services Agency (CFSA)
Caption: Professional Foster Parents
Providers: TBD
Contract No: DCRL-2019-C-0118 and DCRL-2019-C1-0118

FINDINGS

1. AUTHORIZATION:

D.C. Official Code §2-354.04, 27 DCMR 1304, 1700 and 1701

2. MINIMUM NEED:

The District of Columbia (“District”), Child and Family Services Agency (“CFSA”) has a continuous need for Professional Resource Foster Parents to Stabilization, Observation, Assessment and Respite Services (SOAR) twenty-four (24) hours per day, seven (7) days a week to children/youth in the District’s child welfare system.

The Option Year One (1) period of performance shall be from December 9, 2020 through December 8, 2021.

3. ESTIMATED FAIR AND REASONABLE PRICE:

\$155,255.72

4. FACTS WHICH JUSTIFY A SOLE SOURCE EXTENSION OF CONTRACT:

CFSA advertised its recruitment for Resource Foster Parents and conducted two (2) informational sessions. A total of six (6) participants attended the sessions. A profile created by CFSA was distributed to all six (6) participants. A total of two (2) participants returned the completed profiles. A panel of four (4) Licensed Independent Clinical Social Workers (LICSW) reviewed the profiles.

The two (2) applicants that submitted their profiles were invited to interview. The interview panel consisted of four (4) members and the interview consisted of two (2) parts. The first part of the interview focused on gathering information on the individual’s motivation to become a Resource Foster Parent and their experience in working with the teen population. The second part focused on providing the individual with various behavioral scenarios to gauge their ability to handle various crises and incidents.

Individuals were scored between 1 (unfavorable) to 5 (highly favorable). The highest score an individual could receive was 25. Individuals were scored in the areas of:

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- A. Experience
- B. Engagement
- C. Flexibility/Adaptability
- D. Communication
- E. Conflict Resolution

Both of the individuals received a score of 20 or higher.

5. CERTIFICATION BY THE CONTRACT SPECIALIST:

I hereby certify that the above findings are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with 27 DCMR 1304 and that no response was received. I recommend that that Agency Chief Contracting Officer approve the use of the sole source procurement method for the proposed contract.

Date

Danyel Riley
Contract Specialist

DETERMINATION

Based on the above findings and in accordance with the cited authority, it is hereby determined that is not feasible or practical to invoke the competitive solicitation process under either §402 or §403 of the District of Columbia Procurement Practices Reform Act of 2010 (DC Law 18-37); D.C. Official Code §2-354.02 or §2-354.03). Accordingly, it is further determined that the District is justified in using the sole source method of procurement.

Date

Tara Sigamoni
Agency Chief Contracting Officer